

The City Council of the City of Seabrook met in regular session on Tuesday, May 17, 2016 at 7:00 p.m. in Seabrook City Hall, 1700 First Street, Seabrook, Texas to discuss, consider and if appropriate, take action on the items listed below.

THOSE PRESENT WERE:

GLENN R. ROYAL	MAYOR
ROBERT LLORENTE	COUNCIL PLACE NO. 1
MIKE GIANGROSSO – Ex. Abs.	COUNCIL PLACE NO. 2
GARY JOHNSON	MAYOR PRO TEM &
	COUNCIL PLACE NO. 3
MELISSA BOTKIN	COUNCIL PLACE NO. 4
GLENNA ADOVASIO – arrived at 7:04pm	COUNCIL PLACE NO. 5
O.J. MILLER	COUNCIL PLACE NO. 6
GAYLE COOK	CITY MANAGER
SEAN LANDIS	DEPUTY CITY MANAGER
STEVE WEATHERED	CITY ATTORNEY
ROBIN HICKS	CITY SECRETARY

Mayor Royal called the meeting to order at 7:00 p.m. and led the audience in the United States and Texas Pledge of Allegiance.

1.0 PRESENTATIONS

1.1. Award for Valor

Presentation of Letter of Commendation to Officer James Hill for valor during car fire rescue. (Wright)

Police Chief, Sean Wright, stated that it was with great privilege and honor that he presented the Letter of Commendation award to Officer James Hill. Seabrook Dispatch received a call on a drunk driver. When Officer Hill arrived on scene the car was on fire, and the driver was unresponsive. Officer Hill broke the window and removed the driver, saving his life.

Officer Hill stated that he was just the first officer to arrive, and any other officer would have done the same thing.

Councilmember Miller explained that it is National Police Week, and asked everyone to turn on their headlights when they drive this week to honor local officers and those who have given their life in the line of duty.

1.2. Motorcycle Safety Awareness Month

**Presentation of Proclamation declaring May as Motorcycle Safety Awareness Month.
(Royal)**

Mayor Royal presented the proclamation to a group of motorcycle drivers in the audience. Mayor Royal stated that he is a motorcycle driver as well, thanked the other drivers for coming to Seabrook, and reiterated that Seabrook always wants motorcycle drivers here. A representative from the drivers present asked everyone to please look out for motorcycle drivers, please put cell phones down, and keep your eyes forward and your hands on the wheel.

1.3. Public Works Week

Presentation of Proclamation declaring May 15-21 as Public Works Week. (Royal)

Mayor Royal presented and read the proclamation to Director of Public Works, Arthur Chairez. The Communications Department is putting out pictures of Public Works workers this week to the community. Mr. Chairez reminded everyone that Public Works employees are available 24 hours a day, 365 days per year.

2. PUBLIC COMMENTS AND ANNOUNCEMENTS – No speakers came forward to speak.

2.1. Mayor, City Council and/or members of the city staff may make announcements about city/community events. (Council)

Councilmember Llorente announced several events, including a Hurricane Preparedness workshop; the Memorial Day Veterans' Parade; the one-day pool opening on Memorial Day; The Bay Area Galveston Power Breakfast; the official pool opening on June 7; the workshop on storm protected hosted by Representatives Wayne Smith and Larry Taylor; and the next Seabrook Association meeting where Seabrook Building Official Nick Kondejewski will speak on building codes and necessities for building construction.

3. CONSENT AGENDA

Council will discuss, consider and if appropriate, take action on the items listed below.

3.1. Mutual Aid Agreement

Approve a renewal of the current Mutual Aid Agreement between the City of Seabrook and NASA/JSC for the reciprocal utilization of the Emergency Operations Centers located in the City of Seabrook and the NASA Lyndon B. Johnson Space Center (JSC). (Galyean)

3.2. Auction

Approve the Annual Surplus Auction list. (Padgett)

3.3. 2015 Racial Profile Report

Accept the 2015 Racial Profile Report. (Wright)

3.4. Removed from the Consent Agenda by the City Manager

3.5. Removed from the Consent Agenda by the Mayor

3.6. Monthly Building Department Report

Approve the Monthly Building Department Report for April 2016. (Landis)

3.7. Excused Absence

Approve an excused absence for Melissa Botkin for the April 19, 2016 regular City Council meeting. (Hicks)

3.8. Minutes - April 5, 2016

Approve the minutes of the April 5, 2016 regular City Council meeting. (Hicks)

3.9. Minutes - April 19, 2016

Approve the minutes of the April 19, 2016 regular City Council meeting. (Hicks)

END OF CONSENT AGENDA

Motion was made by Councilmember Llorente and seconded by Councilmember Botkin

To approve the Consent Agenda, with the exception of items 3.4 and 3.5, which were removed from the Consent Agenda by the City Manager and the Mayor.

MOTION CARRIED BY UNANIMOUS CONSENT

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3.4 Memorial Day Parade

Approve Parade Permit for a Memorial Day Parade on Monday, May 30, beginning at 11:00am, from the Community House parking lot, down Cook Street, to Main, down Main to the Veteran's Memorial. Supporting documentation and fees have not been submitted at the time of posting of the agenda. (Hicks)

Gayle Cook, City Manager, stated that the City is waiting on a couple of items from the organizer. Mr. Joe Machol explained that he is still working with vendors to obtain the required port-a-potties and the insurance.

Motion was made by Councilmember Llorente and seconded by Councilmember Johnson

To approve a Parade Permit for a Memorial Day Parade on Monday, May 30, beginning at 11:00am, from the Community House parking lot, down Cook Street, to Main, down Main to the Veteran's Memorial, pending receipt of the required supporting documentation.

MOTION CARRIED BY UNANIMOUS CONSENT

3.5 Monthly Public Safety Report

Approve the Monthly Public Safety Report for April 2016. (Wright)

Mayor Royal asked why the report shows 24 traumas/gunshot/stabbings during the month of April. Police Chief Wright stated that CLEMC turns in the numbers on EMS calls and the way their system codes certain activities, they fall under trauma/gunshot/stabbing. This code is not reflected under the required crime statistics reporting.

Motion was made by Councilmember Johnson and seconded by Councilmember Llorente

To approve the Monthly Public Safety Report for April 2016.

MOTION CARRIED BY UNANIMOUS CONSENT

4. NEW BUSINESS

Council will discuss, consider and if appropriate, take action on the items listed below.

4.1. Asparagus Group Agreement Addendum

Consider, discuss, and authorize approval of or take action on Addendum 2016 to the Agreement between the City of Seabrook, the Seabrook Economic Development Corporation, and the Asparagus Group, LLC, to allow for an additional extension of time to complete construction of the improvements. (Chavez)

Motion was made by Councilmember Llorente and seconded by Councilmember Miller

To approve Addendum 2016 to the Agreement between the City of Seabrook, the Seabrook Economic Development Corporation, and the Asparagus Group, LLC, to allow for an additional extension of time to complete construction of the improvements.

MOTION CARRIED BY UNANIMOUS CONSENT

4.2. Interlocal Agreement for Cooperative Purchases

Consider, discuss, and authorize approval of or take action on an Interlocal Agreement between the City of Seabrook and the City of Frisco for cooperative purchases for the Police Department, and authorize the City Manager to execute same. (Wright)

Police Chief Wright explained that in order to purchase new uniforms without going through the bidding process, a cooperative purchase agreement is required. The vendor is new to Harris County, but is committed to this area. Seabrook will receive better pricing through this cooperative.

Motion was made by Councilmember Llorente and seconded by Councilmember Adovasio

To approve an Interlocal Agreement between the City of Seabrook and the City of Frisco for cooperative purchases for the Police Department, and authorizing the City Manager to execute the agreement.

MOTION CARRIED BY UNANIMOUS CONSENT

4.3. Seabrook Economic Development Corporation (SEDC) Board appointments

Consider, discuss, and authorize approval of or take action on appointment/re-appointment of citizen SEDC members for two year terms to expire in May 2018. Current members are Gary Bell, Terry Chapman, Ernest Davis, Paul Dunphey, and Brenda Veseleny. (Royal)

Motion was made by Councilmember Llorente and seconded by Councilmember Adovasio

To approve the re-appointment of SEDC members Gary Bell, Terry Chapman, Ernest Davis, Paul Dunphey, and Brenda Veseleny for a two year term to expire in May 2018.

MOTION CARRIED BY UNANIMOUS CONSENT

4.4. Mayor Pro Tem

Consider, discuss, and authorize approval of or take action on the appointment of the Mayor Pro Tem for 2016/17. (Council)

Councilmember Llorente nominated Councilmember Johnson for Mayor Pro Tem

Councilmember Adovasio nominated Councilmember Miller for Mayor Pro Tem

The Mayor stated he is not involved, and the decision is made by Council after discussion amongst themselves.

A roll call vote was taken as follows:

Llorente – Johnson

Johnson – Johnson

Adovasio – Miller

Miller – Miller

Botkin flipped a coin, and Miller won the nomination for Mayor Pro Tem for 2016/17.

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4.5. Council appointments as representatives

Consider, discuss, and authorize approval of or take action on selection/appointment of Councilmembers as representatives and/or members of various organizations. (Council)

The Mayor asked if everyone wanted to remain as liaison to their current organizations, and the discussion, nominations, and voting were as follows:

Bay Area Houston Convention and Visitors Bureau – Giangrosso and Adovasio

Bay Area Houston Economic Partnership – Llorente and Johnson

Bay Area Houston Transportation Partnership – Llorente

Clear Lake Emergency Medical Corps – Johnson, Miller and Adovasio

Economic Alliance Port Region – Botkin and Royal

Galveston Bay Foundation – Miller

Hotel Tax Liaison Committee – Giangrosso and Adovasio

Houston Galveston Area Council - Royal and Johnson

Seabrook Economic Development Corporation – Llorente

EXECUTIVE SESSION

At 7:30 p.m. Mayor Royal announced that the City Council will now hold a closed executive meeting pursuant to the provisions of the Open Meetings Act, Chapter 551 Government Code, and Vernon's Texas Codes Annotated, in accordance with the authority contained in Sections 551.071 and 551.072, Consultation with an Attorney and Deliberation Regarding Real Property.

OPEN MEETING

At 8:22 p.m. Mayor Royal reconvened the meeting in open session and stated that item 4.6 and 5.1 had been discussed, but that no action had been taken in executive session.

4.6. Bid Award and Contract with Crain Group, LLC

Consider, discuss, and authorize approval of or take action on Bid Award for Project 2016-04, Public Works and Animal Control Complex; Execution of a Construction Contract with Crain Group, LLC, in an amount not to exceed \$6,470,000.00 (Base Bid + Alternate Bid 2: Canopy + Alternate Bid 8: Generator); and associated Budget Supplement 2016-03, in the amount of \$377,559. (Chairez)

Jeff Gerber, Architect with PGAL, stated that when the project went out for bid the first time, all bids were over budget; therefore, the project was repackaged with the scope refined, and the second time it went for bid, the City received two good bids on March 31, 2016, from two qualified contractors. PGAL, as the architect on the project, recommends contracting with the Crain Group, LLC.

Arthur Chairez, Director of Public Works, gave a brief history of the project, stating that the Council passed Resolution 2011-22 in November 2011 to start the project. PGAL was awarded the design contract in 2012 through the Request for Qualifications (RFQ) process. The City called a bond election in 2014 and Proposition 1 passed for the construction of a Public Works and Animal Control Adoption Center. In November of 2015, a notice to bidders was published and the City received six bids with the highest bid being \$8.6 million and the lowest bid coming in at \$7.2 million. All bids were over budget. Council rejected all bids and authorized a re-bid. The current bid package includes a bid for base facility construction plus alternate options for adding various items on to the base facility.

Gayle Cook, City Manager, explained that the low bidder submitted the following costs for base bid plus alternates:

Base Bid	\$5,650,000
Alternate 1: (2) Metal Buildings	\$320,000
Alternate 2: Vehicle Canopy & Paving	\$585,000
Alternate 3: Add Paving	\$120,000
Alternate 4: Add Paving	\$90,000
Alternate 7: Epoxy Resinous Floor	\$40,000
Alternate 8: Generator	\$235,000
Alternate 9: LED Lighting	\$76,000

The Base Bid encompasses the administration building, the main parking, the metal buildings, and the wrap around to the fuel station. The alternates are as follows:

Alternate 1 – (2)Buildings: Provide 42’ long building expansion to building “A”. Provide 41’ long building expansion to building “B”. Provide mezzanine in building “B”. The base bid shall not include any of these improvements. The base bid shall include crushed stone under buildings included in this alternate.

Alternate 2 (Essential) – Canopy: Provide vehicle canopy and vehicle wash. Provide concrete paving. The base bid will include “as is” site conditions under pavement and Vehicle Canopy included in the Alternate.

Alternates 3 & 4 – Paving

Alternate 7 – Epoxy Resinous Floor in the front room of the Animal Control Complex

Alternate 8 (Essential) – Generator: Furnish and install 500 KW natural gas generator. Staff thought the City could get a generator at a substantial savings through a Cooperative Agreement with the State, but that was not the case.

Alternate 9 - LED lighting

The bond issue that passed in 2014 was \$6,850,000:

•	\$50,000	Issuance Fees
•	\$5,562,295	Construction (with Escalation)
•	\$424,117	Soft Costs
•	\$530,146	Contingency (10%)
•	\$265,073	Furniture, Fixtures & Equip

The following scenarios show the amount of funds that would be needed over and above the approved bond issue construction budget plus the entire 10% contingency funding:

Scenario #1 = Base Bid + Generator

BASE BID +ALTs	\$5,885,000
Construction Funds	\$5,562,295
Contingency	<u>\$ 530,146*</u>
	+ \$ 207,441

Scenario #2 = Base Bid + Generator + Building Additions

BASE BID +ALTs	\$6,205,000
Construction Funds	\$5,562,295
Contingency	<u>\$ 530,146*</u>
FUNDS NEEDED	\$ 112,559

Scenario #3 = Base Bid + Generator + Canopy

BASE BID +ALTs	\$6,470,000
Construction Funds	\$5,562,295
Contingency	<u>\$ 530,146*</u>
FUNDS NEEDED	\$ 377,559

Scenario #4 = Base Bid + Generator + Canopy +Buildings

BASE BID +ALTs	\$6,790,000
Construction Funds	\$5,562,295
Contingency	<u>\$ 530,146*</u>
FUNDS NEEDED	\$ 697,559

The ending General Fund Balance is \$7,127,803 with
25% Required Reserve \$2,429,786 and
Port \$1,600,000 leaving
Unreserved Fund Balance \$3,098,017

If Scenarios 2, 3, or 4 were approved, any additional funds needed would be taken from the unreserved fund balance of \$3,098,017.

Councilmember Johnson explained that if the City tried to go back and build some of the alternates later, the cost would be about 50% higher, and because of some of the unknowns with the Highway 146 expansion project, the City may not have the funds to go back later and add some of the alternates. It would be prudent, and the City would benefit from, going ahead with the alternates today. Mr. Chairez explained that going back later to add paving (Alternates 3 & 4) and add LED lighting (Alternate 9) would be easy. The paving could be added to any other paving project the City might complete. Councilmembers discussed going ahead and adding Alternate 9 for LED lighting, because the cost is \$76,000.

Motion was made by Councilmember Johnson and seconded by Councilmember Llorente

To approve the Bid Award for Project 2016-04, Public Works and Animal Control Complex; approve execution of an A1A Construction Contract, with Crain Group, LLC, which contract will be amended to include Alternate 9, as was requested be added to the contract by Council, in an amount not to exceed \$6,866,000.00 for the Base Bid + Alternate 1 (Metal Buildings), Alternate 2 (Canopy), Alternate 8 (Generator), and Alternate 9 (LED Lighting); require the submission of the entire insurance policy and bonding documents for the City files; and approve the associated Budget Supplement 2016-03, in the amount of \$776,000.

MOTION CARRIED BY UNANIMOUS CONSENT

6.1. Agreement for Market Study

Consider, discuss, and authorize approval of or take action on a proposal and service agreement with DP Consulting for a Market Study for a Full Service Hotel and Conference Center, in the amount of \$19,975.00, and authorize City Manager to sign same. Funding is recommended from the Hotel Occupancy Tax Fund. (Cook)

Motion was made by Councilmember Llorente and seconded by Councilmember Miller

To approve a proposal and service agreement with DP Consulting for a Market Study for a Full Service Hotel and Conference Center, in the amount of \$19,975.00, pending review by the City Attorney, authorizing the City Manager to sign the service agreement, and approving funding from the Hotel Occupancy Tax Fund.

MOTION CARRIED BY UNANIMOUS CONSENT

7. ROUTINE BUSINESS

Council will discuss, consider and if appropriate, take action on the items listed below.

7.1. Approve the Action Items Checklist which is attached and made a part of this Agenda. (Council)

TXDOT (146) – Gayle Cook, City Manager, stated staff attended a meeting recently and learned that a property owner has received an offer letter, so the process has begun and is definitely moving forward. The Mayor has spoken with several key individuals and TXDOT has set aside \$200 million and progress is being made. TXDOT continues to negotiate with Union Pacific.

Strategic Plan – the Monroe Field Splash P is having tremendous success. It was full last weekend, and there have been no negative comments on social media. Everyone seems to be extremely happy. The pool will open on Memorial Day for one day, then open for the summer on June 7. Staff will bring a CIP review to Council soon, and at that time parking at the splash pad can be discussed.

Project updates – no updates at this time.

Motion was made by Councilmember Botkin and seconded by Councilmember Miller to approve the Action Items Checklist.

MOTION CARRIED BY UNANIMOUS CONSENT

7.2. Establish future meeting dates and agenda items, including dates for budget meetings. (Council)

Council is on its regular meeting schedule, and there will be several upcoming special meetings for budget item reviews.

Upon motion duly made and seconded, Mayor Royal adjourned the meeting at 8:40 p.m.

Approved this 7th day of June 2016.

Glenn Royal, Mayor

Robin Hicks, TRMC
City Secretary